MINUTES

SC Architecture Oversight Committee (AOC) Meeting
State Data Center, Room 105
March 23, 2005

AOC Members in Attendance:

Pat O'Cain	Comptroller General's Office
David O'Berry	Probation, Parole and Pardon Services
Jim Scurry	Department of Natural Resources
David Elwart	Department of Parks, Rec and Tourism
Richard Wicker	State Housing
Steve Flowers	State Accident Fund
Billy Deaton	State Treasurer's Office
Jerry Brown	Department of Labor, Licensing and Regulation
Patricia Stevens	Department of Social Services
Joan Assey	Judicial Department
David Foshee	Department of Disabilities and Special Needs
Larry Johnson (Chairman)	Division of the State Chief Information Officer

Call to Order
The meeting was called to order at 2:08 pm. by Mr. Larry Johnson.

Establish Quorum
A quorum was established.

Approve Agenda
A motion was made, seconded and passed to accept the proposed agenda for the meeting.

Approve Minutes of Last minute
No additions or corrections were made to the minutes from the last meeting. A motion was then made and passed to accept the minutes as written.

Membership Changes
Valerie Goodwin resigned her position with the Commission of the Blind and has left state government. Therefore, she will no longer serve as a member of the AOC.

Shannon Smith from the Department of Education was nominated to serve as a member of the Presentation Services Subcommittee. A motion to ratify Shannon Smith as a member of the Presentation Services Subcommittee was made, seconded and passed.

New Business

Presentation of one Proposed Standard from the System Management Service Domain Subcommittee
Mr. Russell Collier of the Systems Management Services Domain presented the proposed Network/Events Monitoring discipline. The discipline was then open for discussion. It was suggested that the Systems Management Subcommittee focus on the capabilities of network and events monitoring tools and not to be vendor specific. It was also suggested that when an agency

purchases a network monitoring tool, it should be able to acquire and use the products designed to work with that tool. David O'Berry of the AOC was assigned to provide assistance to the Subcommittee. The Discipline was postponed for review until next AOC meeting.

This concluded the presentation by Mr. Collier.

Presentation of one Update for Web Accessibility from the Presentation Services Domain
Mr. Mark Hooper of the Web Accessibility Work Group presented an update of the Web Accessibility Policy to include agency Intranets. This update will require that all agency Intranets be designed to be accessible by July 2008. The Policy was then open for discussion. No further recommendations were made by the AOC. The motion was seconded and passed to accept the update as presented.

Ms. Amanda Napolitano from Idea Integration Inc. presented several planning documents/tools that have been developed to assist agencies in making their Web sites accessible.

This concluded the presentation by Mr. Hooper and Ms. Napolitano.

Presentation of one Proposed Standard from the Enterprise Applications Domain Subcommittee – Electronic Document Management Systems
Mr. Bill Henry of the SC Department of Archives and History presented the Electronic Document Management System proposed standard. The proposed standard is a set of guidelines and 'best practices' for use by agencies. The Subcommittee sent surveys to 86 agencies to establish a new baseline. The survey revealed a large variety of systems that are currently being used throughout state government. The discipline was then open for discussion. No further recommendations were made by the AOC. A motion was made, seconded and passed to accept the discipline as presented for publication.

This concluded the presentation by Mr. Henry.

SC Information Technology Strategic Plan Update
Mr. Chuck Fallaw gave an update on the SC Information Technology Strategic Plan. A meeting has been planned for April 5, 2005 with Business Executives and IT Directors for discussion and development of a final draft of the Strategic IT Plan. There are four objectives currently in the Plan that will impact the activities of the AOC.

This concluded the presentation by Mr. Fallaw.

AOC Governance Model Changes/Next Steps
Mr. Steve Flowers presented recommendations for changes to the AOC. It is recommended to
- Revise Governance By-laws
  - Allow re-election of AOC members
  - Delay Election of Alternates if term is less than six months
- Reduce number of domain subcommittees from six to three
- Domain Subcommittee Chairs can serve as Alternates
- IT Planning Office and an appointed member of the AOC will review all IT planning requests that are not complete in compliance with current SC Enterprise Architecture standards or new projects where there are no standards
- Modify/expand AOC focus to include best practices, templates, etc.

The recommendations were then open for discussion. It was suggested to incorporate the feedback from the AOC and present the changes at next AOC meeting.

This concluded the presentation by Mr. Flowers.

Action Items
Anne Futch, from DOT requested an opportunity to present recommendations concerning permanent representation by large agencies on the AOC. She will present these recommendations at the next AOC meeting.

Adjournment: 3:32p.m.